

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, August 10 2015 at 10:00 a.m.

**Stillwater County West Annex Planning Department
431 Quarry Rd**

MEMBERS PRESENT: Mark O'Bryant (Chairman), Dennis Holten, Mary Keuhn, and Willard Moore

MEMBERS NOT PRESENT: Alan Drain (Vice-Chairman)

OTHERS: Gary Woltermann, Columbus Mayor and Dennis Shupak, County Commissioner

GUESTS: Brandon Garoute

STAFF: April Limburg.

I. CALL TO ORDER. Mark O'Bryant (Chairman) called the meeting to order at 10:00 am.

A. Public Comments. Brandon Garoutte informed the Board, he had submitted all the paperwork to Doug Howard, Town of Columbus Attorney, to review in regards to building starting Sept 1, 2015 for a 40x45 hanger on bloc 4 lot 5 of the Airport to match the existing hangars.

B. Disclosures of Conflicts of Interest and Ex Parte Communications. No conflicts of interest or ex parte communications at this time.

II. MINUTES APPROVAL. Dennis H made the motion to approve the July 13, 2015 meeting minutes. Mary seconded; with all in favor motion carried.

III. NEW BUSINESS:

A. Airport Authority Resolution. A committee from the Board created a resolution to form an Airport Authority. (See Airport Board File in Planning Office) Dennis H made a recommendation to the Commissioners and the Town Council to approve the Airport Authority Resolution. Mary seconded; with all in favor the motion carried

B. Airport Hangar Leases and Rent. The Board discussed the current fee schedule for the hangars, which does not reflect a 5% increase from 2011. The Board would like to make some changes to the current lease application process, the fee schedule, procedures of leasing a hangar, and to provide a checklist with site plan for future hangar leases. Mary made a motion for a committee to be formed to address the Airport hangar lease and rent. Dennis H seconded; with all in favor motion carried.

- C. **Capital Improvements Plan Discussion.** Travis Eickman of Morrison-Meierle emailed the Board changes in regards to the CIP. In the email Travis also let the Board know the CIP needed to be provided to the MDT by October 1st. Willard motion to recommend to the Commissioners and the Town Council to approve the CIP for 2016-2022. Dennis H seconded; with all in favor motion carried.

IV. OLD BUSINESS:

Airport Master Plan Update. Travis Eickman of Morrison-Maierle emailed the Board stating the Master Plan is being reviewed by the FAA. Also the ALP has been submitted to the FAA to review in conjunction with the Master Plan. (See Airport Board File in Planning Office)

- V. **MANAGER'S REPORT:** The mowing had been done on the runway.

- VI. **FINANCE REPORT:** The Board looked over the finance report.

- VII. **ITEMS FOR NEXT'S MONTH AGENDA:** Nothing at this time.

- VIII. **ADJOURN MEETING:** Dennis H made the motion to adjourn the meeting. Mary seconded; with all in favor, motion carried. Meeting was adjourned at 10:50 a.m.

The next meeting will be on Monday, September 14, 2015 at 10:00 a.m. in the Stillwater County West Annex, located at 431 Quarry Rd.

April Limburg
Administrative Support